

COMPANY LETTERHEAD

DATE:

FROM: COMPANY ADDRESS

THRU: Defense Advanced Research Projects Agency

ATTN: Name of Program Manager & Directorate _____ (Concur/Non-concur)

3701 North Fairfax Drive

Arlington, Virginia 22203

TO: Defense Advanced Research Projects Agency

ATTN: Personnel Security Office/SID

3701 North Fairfax Drive

Arlington, Virginia 22203

SUBJECT: Request for Contractor Access to Sensitive Compartmented Information (SCI)

Reference: Contract Number & Expiration Date

1. Request the below listed individual be nominated for SCI access under the above listed contract:

NAME:

SSN:

PLACE OF BIRTH:

DATE OF BIRTH:

DUTY POSITION/TITLE:

TS DATE:

SSBI/SBPR DATE:

SCI ACCESS REQUIRED:

CURRENTLY HELD ACCESSES:

CURRENTLY HELD BY:

PREVIOUSLY SCI DEBRIEF DATE/ORGANIZATION: (IF APPLICABLE)

PRIOR ACCESS WITH NRO OR CIA: (YES/NO/YEAR)

2. JUSTIFICATION FOR SCI: Include a specific description of the actual tasks incumbent will perform which meet the need-to-know criteria for SCI access. Use the Statement of Work as a source.

3. The Contractor Special Security Officer (CSSO)/Facility Security Officer (FSO) name, telephone number and email address:

SIGNATURE BLOCK FOR CSSO OR FSO

Enclosures:

SF 86 (updated with pen & ink changes, initialed and signed)

DD Form 254

JPAS

DCII

Compelling Need Justification Letter (if applicable)